



## Regional Safety Director

### Purpose

The AYSO volunteer position of Regional Safety Director is intended to be responsible for all aspects of the Region's safety planning.

### Specific Duties and Responsibilities

The Regional Safety Director is expected to perform their duties consistent with the directions as detailed in the training, certification and continuing education provided by AYSO for this position including:

1. Support the AYSO Vision, Mission and National Programs in both specifics and in spirit.
2. Coordinate the development of the Region's Safety Plan including site specific emergency response plans and regular field and equipment safety inspections.
3. Ensure all AYSO procedures are followed regarding Incident Reports and/or Soccer Accident Insurance (SAI) claims and notify the Regional Commissioner within 24 hours of each occurrence.
4. Ensure AYSO Soccer Accident Insurance (SAI) plan information, AYSO/CDC Concussion tools and approved safety procedures are available to Regional volunteers and player families.
5. Forward copies of all Incident Reports, SAI Claims, and for concussions, copies of the Participation Release, Medical Release and Player Registration Form to the AYSO Office: [riskmanagement@ayso.org](mailto:riskmanagement@ayso.org).
6. Obtain Field/Use Permits and required Certificates of Liability Insurance for all facilities used by the Region.
7. Ensure first aid kits and supplies are available at all playing sites.
8. Promote safety training and injury prevention programs for all Regional participants.

### Qualifications and Desired Skills

To be considered for the position of Regional Safety Director, the applicant must:

1. Annually submit an AYSO Volunteer Application form.
2. Pass the AYSO screening and background check.
3. Be annually approved and duly appointed as Regional Safety Director by the Regional Commissioner.
4. Have experience implementing safety standards and conducting safety inspections.
5. Have good communication and organizational skills.

### Supervision Protocols

While performing as the Regional Safety Director, the volunteer is:

1. Subject to the bylaws, rules, regulations, policies, procedures and guidelines of AYSO.
2. Under the overall authority of and directly supervised by the Regional Commissioner.

3. Required to maintain the recommended adult to child supervision ratio as referenced in the AYSO Safe Haven Child and Volunteer Protection guidelines: one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be of the same gender as the group) present at all times, and for the protection of both the children and the volunteer, no volunteer should be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.

## **Time Commitment**

Time commitment will vary depending on Region size and length of playing season(s). For the typical AYSO Region, the Safety Director will devote about 8 hours per week per playing season.

## **Orientation, Training, Certification and Continued Education Provided**

To fully prepare for the position, the Regional Safety Director is expected to participate in the following AYSO training, certification and continuing education opportunities:

1. Orientation by the Regional Commissioner.
2. AYSO's Safe Haven, US SafeSport, CDC Concussion Awareness, and Sudden Cardiac Arrest Trainings.
3. Regional Board Member Training – 1.25 hours.
4. Safety Director Job Training – 1.25 hours.
5. Annual Management Update and Financial Workshops at AYSO EXPOs.

## **Activity Locations**

While performing the duties of Regional Safety Director, the volunteer is limited to the following locations, unless expressly authorized in writing by the Area Director to hold or participate in activities in another location:

1. Regularly scheduled and duly approved inside or outside AYSO activities.
2. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.